

# Campus Housing

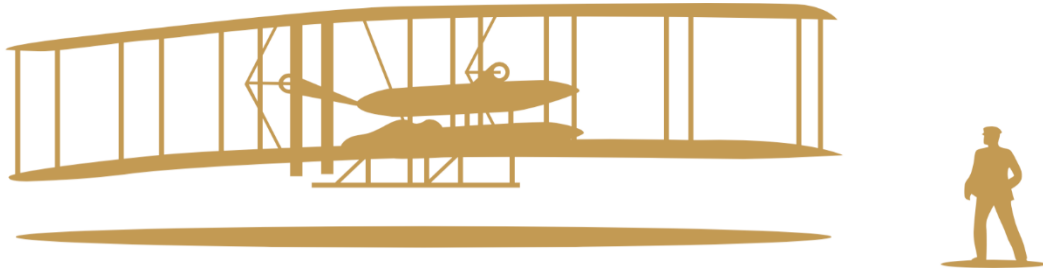
## Terms and Conditions

Wright State University Lake Campus

Academic Year

*Revised August 16, 2018*

# 2018-2019



# WRIGHT STATE UNIVERSITY

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# LAKE CAMPUS

## *I. General Conditions*

### **A. General Terms**

Wright State University provides residence facilities for students as an academic support service as well as an integral part of its educational mission. Upon return of the Application/Agreement and prepayment/deferment, the student will be guaranteed a room assignment and hence be obligated to the full term of the Agreement. **By applying online or in writing and verifying my information, I hereby accept the Terms and Conditions of the Campus Housing Agreement and contract for a space in campus housing. The Housing Agreement is a legally binding contract. When the Agreement is electronically signed, serious legal and financial obligations are created. Please review the Terms & Conditions prior to applying.** If you are under 18 years of age, you must review this information with your parents, and you are verifying their consent on the Housing Agreement. A room assignment will not be made prior to the receipt of the signed Application/Agreement and prepayment. **A Student Health Services medical form is required prior to occupancy to prove immunization.** Wright State University reserves the right to deny housing to anyone who has been convicted of a felony or misdemeanor. **I agree to a background check and understand and agree that my acceptance into housing is within the University's discretion and may be denied based on the results of the background check. Failure to complete documents or the provision of false information may result in the denial of your application.**

### **B. Fees/Payments**

The balance of both the room and board fees are expected in accordance with published due dates or by use of the Student Installment Payment Plan (SIPP). All fees are payable without demand or notice before the date set forth, and shall be paid to Wright State University-Lake Campus, Enrollment Services, or at such other place as the university or its assignees may from time to time direct. Students may make payments and view their Bursar account at: <https://wingsexpress.wright.edu>. Payment due dates are specified on the semester billing statements and are also available at Enrollment Services. Failure to remit payments by due dates will result in a "HOLD" being placed on a student's academic record and may result in a late payment penalty. All accounts that are referred to collections are subject to reasonable collection costs, including attorney's fees and other charges necessary for the collection of any amount not paid when due. These provisions shall in no way prevent the university or its assignees from exercising any other remedy available under the terms and conditions of this agreement or the laws of the State of Ohio as specified in the Ohio Revised Code.

### **C. Policies/Procedures**

By submitting the Application/Agreement, resident students agree to accept and abide by all Lake Campus Housing and university policies, procedures, and regulations and to accept any living unit space as assigned. Residential students are expected to read and abide by the policies, procedures, and regulations published in the Campus Housing Policies as appropriate, which is an addendum to the Application/Agreement, and the Wright State University Student Handbook. These policies, procedures, and regulations may change from time to time, as designated by The Office of Student Services.

To avoid any misunderstanding concerning Wright State University, the student is advised that University staff neither enters into any oral agreements, nor make or rely on any oral representation concerning the Terms and Conditions. The entire agreement is expressed in writing and the Terms and Conditions supersede any understanding by the student that may have been communicated verbally. Neither the student nor University may rely on any oral agreement or representation for any understanding of fact or law that is not expressed in writing.

A current version of this document is available at <https://lake.wright.edu/campus-life/housing/get-started>. Violators of these regulations and procedures may be disciplined by a Conduct Review Panel or University staff, according to the due process procedure explained in the Wright State University Student Handbook or Campus Housing Policies. A current version of the Campus Housing Policies is also available at <https://lake.wright.edu/campus-life/housing/get-started>.

#### **D. Eligibility Requirements**

All Lake Campus students are eligible to live in the Lake Campus Housing Villas.

#### **E. Break Housing**

Current residents are not permitted to live in their units during any extended period of time when the University is officially closed. Exceptions may be made on a case by case basis by Student Services. A written application is required for any exceptions regarding Break Housing.

#### **F. Summer Semester Housing**

Summer semester residents must re-apply and will be housed in an area designated for summer semester housing, and if not enrolled in academic courses, must be pre-enrolled for ensuing fall semester if they wish to obtain a contract during summer semester.

#### **G. University Cancellation**

The university reserves the right to cancel this Agreement for reasons including, but not limited to: university response to violations of the policies, procedures, and regulations as published in the Campus Housing Policies or Wright State University Student Handbook, such as trafficking of controlled substances, weapons violations, and as a response to cumulative disciplinary history with the university, non-payment by student, and in the response to facility emergencies resulting from fire, excessive water flow, weather damage, and The Office of Student Services's response to rental and/or damage history.

A college or university may terminate a rental agreement with a student tenant prior to the start/expiration of the term of the agreement and require that the student vacate the dwelling unit only when the termination follows a hearing in which it was determined by the college or university that the student violated a term of the rental agreement or violated the college's or university's code of conduct or other policies and procedures. The hearing must be preceded by a written notice to the student, must include a right to be heard, and must otherwise comply with the college's or university's procedures for disciplinary hearings. The written rental agreement must specify the conditions under which the rental agreement may be terminated and specify the college's or university's notice and hearing procedures that will be followed in making a determination under this section.

If a student is removed from campus housing as a result of behavioral misconduct and as determined by the University judicial process, the student will receive no refund for the percentage of time remaining in the contract. Removal from campus housing does not relieve the student from responsibility of previous debt, damages or rental obligations unless the misconduct is considered a trigger event.

#### **H. Enrollment Requirements**

Rooms are assigned to students enrolled at the university for the fall, spring, and summer semesters. Summer semester residents not taking classes must be pre-enrolled for the ensuing fall semester if they wish to obtain a contract during summer semester.

### **I. Occupancy**

The check-in date is subject to change due to official university holidays. If it is necessary to change the check-in date, continuing and new students will be notified. Early check-ins and late checkouts, when approved, may result in an additional daily charge to residents.

### **J. Vacating the Premises**

Students residing in an apartment who withdraw or are suspended or dismissed from the university must check out properly and vacate their residences, with their belongings, within 24 hours after the termination of their enrollment. Students residing in an apartment must vacate their unit within 24 hours of the completion of their last final exam of the semester this agreement covers, or by the publicized checkout date and time, whichever occurs first. Room charges are assessed up to the date keys are returned or a core lock change is completed, whichever occurs last.

### **K. Rates**

All rates are subject to change and must be approved by the Western Ohio Educational Foundation Board and/or Board of Trustees. Final approval of future rates is received by the end of the university's current fiscal year.

### **L. Damages and Other Charges**

The student agrees to use ordinary care in the use of the residence, the furniture, appliances and all other parts of the residential community. Charges for special cleaning, keys, and for repairing or replacing of any damage or loss to property necessitated by the lack of due care on the part of the student(s) and/or guests, will be billed to the resident(s) responsible for the damage or charge. If the damage and/or charge cannot be attributed to an individual resident, it will be appropriately divided and charged to all resident(s) of the unit, floor, building, or community. Any defective condition of the unit that comes to the resident's attention must be reported through a **Residential Work Request Form** available from the Resident Assistant or in the Laundry Room. The form should be returned to the Resident Assistant, Community Coordinator or the Student Services Desk as soon as practical or possible. Students will be billed for any pieces of furniture missing from the unit at the time of auditing. University property is not to be removed from the area it is placed except by a university official.

### **M. Room and Roommate Assignments**

The university is committed to a policy of nondiscrimination. Those students wishing to share a room must **mutually** indicate their preferences as roommate requests on student preferences as per the instructions detailed on the application. Roommate requests based on race, sexual orientation, religion, or age will not be considered. Wright State University will attempt to honor roommate requests, but does not guarantee that all requests will be honored. Only members of the same sex may share the same room/unit. **In the absence of a roommate request, the Office of Student Services staff will assign roommates without regard to their race, color, religion, ancestry, national origin, age, disability, veteran status, or sexual orientation.** Room changes based on race, color, religion, ancestry, national origin, age, disability, veteran status, or sexual orientation will not be considered. Assignments are made upon receipt of full pre-payment and according to application date. Continuing students participate in a reassignment process prior to new incoming students. Assignment to a residential community and/or a particular roommate is based on the residents' preference(s), but is not guaranteed.

Final decisions regarding room and roommate assignments are made by the Community Coordinator and/or his/her designee. The university reserves the right to assign residents in non-single accommodations without

roommates to vacancies in other units. Vacant units are thus available to meet other short-term university needs. Except for consolidating vacancies, no changes of assignments are made during the first week or the last week of any semester. At other times, changes of assignment are made at the request of the occupants of each residence unit involved and with the approval of the residential community or assignment staff or to consolidate vacancies. In addition, the university reserves the right to change any assignment. The right of occupancy in any residence is restricted to the students who have an accepted agreement and have been assigned to that unit. Assignments are not transferable. Students moving to rooms other than the one assigned without authorization from Student Services will be charged an additional fee of \$150. Overnight guests are only permitted with the consent of all other occupants of the residence unit and in accordance with the overnight guest policy. Residents are responsible for the conduct of their guests at all times. Additional information concerning this section can be reviewed at <https://lake.wright.edu/campus-life/housing/get-started>.

#### **N. Failure to Prepare for Arriving Students**

Vacancies may be assigned by the Office of Student Services at any time to students who meet eligibility requirements and desire to live on campus. For this reason, campus residents that have vacancies in their units must not use space or furniture that is not assigned to them. Shared unit spaces, such as bathrooms, kitchens and living rooms, must be used by residents in a conscientious manner that ensures that the unit will be desirable for a new resident. Efforts will be made by maintenance and/or custodial staff to prepare vacant space for newly arriving students. Current resident(s) who do not make vacant space acceptable for use as described here will be charged a fee of \$150 and/or subject to judicial action.

#### **O. Residence Unit Entry by Staff Members**

The University shall have the right to enter the premises occupied by the student for the purposes of emergency, health, safety, maintenance, management of applicable rules and regulations, or for any other lawful purpose. Staff members may enter any residence unit for the purpose of maintenance and/or repair and in emergency situations and/or health and safety checks. Entry to a room where there is reason to believe that illegal activities or violations of university regulations are taking place, or for purposes of search or seizure, will be made only when authorized by the Community Coordinator and/or his/her designee and preferably when the occupants are present.

#### **P. Local, State, and Federal Laws**

Residents should be aware that they are subject to all local, state, and federal laws, and university policies, including those regarding gambling, firearms, computer use and connectivity, and the use and possession of alcoholic beverages and narcotic drugs.

#### **Q. Dangerous Items Will Be Confiscated**

The Office of Student Services reserves the right to confiscate and dispose of any weapon, explosive, electrical hazard, device used to contain burning material or other items within its discretion, deemed as inappropriate or dangerous. The resident agrees not to seek reimbursement for the cost or value of that item by signing this agreement.

#### **R. Medical Forms, Insurance, and Treatment**

Student residents are required to carry the WSU Student Health Insurance as provided during the registration process, or to indicate valid health insurance coverage provided by another carrier in the space noted on the health information form, issued prior to check-in. In case of illness or injury, the certified Wright State University staff are authorized to aid in the treatment of a student. Student Services staff members are

authorized to obtain treatment or admit a student to a local hospital if necessary. A reasonable effort will be made to contact parents or a person designated by the student in the event of an emergency requiring admission to a medical facility. The health information form mailed prior to move-in must be returned to the Lake Campus Student Services prior to occupancy. Failure to return the form may result in a "HOLD" being placed on a resident's academic record. Physically challenged students may be required to verify appropriate attendant care as determined by the Office of Disability Services in order to maintain occupancy. Residents requiring special or adaptive equipment must provide those items at their expense with the prior approval of the Office of Disability Services and/or Residence Life & Housing.

#### **S. Personal Property**

The university, its agents, owners, or assignees cannot be held responsible for the personal property of student residents or guests. Students should carry insurance coverage for any personal belongings brought to campus.

#### **T. Cleanliness and Sanitation**

Residents are responsible for the cleanliness and orderliness of their unit and surrounding area and must comply with all applicable laws, appropriate health codes and standards. Garbage, trash, and other waste must be deposited daily in proper receptacles. Each resident is responsible for managing their personal care which includes; but is not limited to, appropriate personal hygiene, mental health, management of medical conditions or illnesses and/or health-related personal needs.

#### **U. Accidents**

Residents must make all effort to avoid, and accept full responsibility and risk for, any accidents or injuries that may occur to them or guests on or about the premises. The university, Office of Student Services, its agents, or owners are not responsible for accidents or injuries sustained by residents or their guests especially from accidents or injuries sustained by individuals who knowingly and willingly perform general or light maintenance activities, "horsing" around or playing sports.

#### **V. Expanded Occupancy**

The Office of Student Services reserves the right to over-assign living units based on need and demand. Space not traditionally designated as living units may be converted into expanded accommodations in an attempt to manage optimum occupancy and to accommodate as many students as possible. Potential expanded accommodations may include, but are not limited to: converted public area space (such as lounges), expanded unit occupancy, and/or local motels/hotels. Students assigned to expanded accommodations will be advised of the same prior to arrival on campus or at the time of check-in. Assignment to expanded occupancy accommodations is not considered grounds for Agreement Release Upon Request. These are temporary assignments and will result in relocation to a permanent space. These relocations could occur anytime during the semester and will have the room rates adjusted at that time.

#### **W. Special Provisions**

In the event the University is unable to provide the services described herein, which is beyond the control of the University due to extraordinary circumstances, a refund will be determined.

#### **X. Maintenance**

The University or its agents will make all necessary interior and exterior repairs to maintain the unit in a safe and habitable condition as prescribed by good practice and local or state housing ordinances. By submitting a Residential Work Request you are granting maintenance permission to enter your unit to address repairs. in

the case of emergency or when it is impractical to do so, maintenance will enter the unit without a notice. It is the responsibility of the resident to notify Student Services of any needed repair as soon as possible.

**Residents are not permitted to perform any maintenance on university property.**

#### **Y. Pets**

For cleanliness, health, and sanitation reasons, **pets (with the exception of fish) are not allowed**. Registered assistance animals are permitted with the approval of the Office of Disability Services and Student Services.

#### **Z. Smoking and Tobacco Use**

Wright State University is committed to being a tobacco-free campus, which promotes a healthy environment in which to live, learn and work for our students, faculty, staff, and visitors. The tobacco-free policy applies to anyone on campus including students, faculty, staff, visitors, consultants, vendors, patients, volunteers, and contractor employees.

Please see [Wright State University Policy 7230](#) for more details.

#### **AA. Fixtures and Improvements**

Residents shall make no alterations, additions, or improvements, nor attach fixtures, without the written approval of the university. The resident shall not remove any furnishings or fixtures belonging to the university.

#### **BB. Default**

##### **1. General Terms**

A default shall mean the failure of any party to perform under the Terms and Conditions of this agreement or any acts by any of the parties contrary to the provisions of this rental agreement.

##### **2. Failure to Pay**

In the event the resident fails to pay rent as required by the Housing Agreement, the University may terminate the agreement by giving the resident a three (3) day notice of nonpayment and the university's intention, and its assignees to terminate the agreement if rent is not paid or resolved within a time period specified in said notice by the resident. Failure to comply with a Three-Day Pay or Quit Notice may result in eviction.

##### **3. Other Default**

In the event of default in any other provision of this agreement, the party not in default has the right to utilize any and all remedies available to that party under the Ohio Revised Code.

##### **4. Other Remedies**

In addition to the specific remedies set forth in this agreement, Wright State University, property owners of Lake Campus Housing Villas and their assignee(s) shall have additional remedies available under the Ohio Revised Code for any term or condition in this agreement. In any event the resident is financially responsible for the entire obligation of the Housing Agreement unless released by the university housing appeals process.

#### **CC. Holding Over After the Term of the Agreement**

If the resident remains in possession after the termination of the agreement, whether termination is at the

option of the university or not, the resident agrees to pay rent until possession is surrendered, and to reimburse the University for charges arising from said resident's holdover. Damages may include, but are not limited to: payment of rent until a new resident takes possession, costs incurred in finding a new resident (if resident's holdover results in a loss of subsequent resident), costs to the university for alternate housing for a subsequent resident during the holdover, costs of eviction of resident including reasonable attorney's fees.

#### **DD. Notices**

Any notice for which provision is made in this agreement will be in writing and will be deemed given when (1) personally delivered, (2) delivered by service in a manner provided by law for the service of the original notice, or (3) when mailed by registered mail, postage prepaid, return receipt requested, to the place held out by such person as the place where receipt of the communication or in absence of such designation, to such person's last known place of residence, or (4) placed at the resident's last known place of address, or (5) university email system.

#### **EE. Use Absences**

The unit will be used for residential purposes only. The resident will notify his/her community staff of any anticipated extended absences from the unit, not later than the first day of the extended absence, where an extended absence is defined as an absence of seven days or more.

#### **FF. Binding Upon Successors**

This rental agreement is binding upon the respective heirs, executors, administrators, successors, assignees, and agents of all parties. No one may construe that the resident is authorized to assign this agreement or sublet any portion of this agreement except in a manner as allowed in the housing agreement. In the event of the death of the resident during the term of the agreement, the university will forego collection of future rents remaining in the term of the agreement after said death.

#### **GG. Disturbances**

While the resident complies with all the provisions of this agreement, the resident is entitled to the quiet use and enjoyment of the premises contracted to the resident. No activities will be permitted upon the premises by the resident that are contrary to any local, state, or federal laws or University policies or regulations, regardless of student status. The resident agrees to use and occupy the premises in a manner consistent with the rights of all residents and the University, and will not permit prolonged or excessive noise disturbance which interferes with the rights, comforts, or convenience of other residents.

#### **HH. Use of Public Areas**

The entries, landings, stairways, walkways, and other public areas will not be obstructed by the resident, the resident's guests, or the property of residents or their guests, nor used for any other purpose other than ingress into or egress from the premises.

### **II. Communication Fee Waiver Conditions**

(Provided by: WSU Computing and Telecommunication Services)

The Student Housing Data Network provides resident students with in-room connections to the campus data network in support of the educational mission of the university. The campus data network provides access to WSU computing resources and the Internet. Access is a privilege that can be revoked if the terms of this policy are violated. A student's use of WSU provided network access indicates the student's acceptance of this policy, as well as the student's responsibility to use the connection appropriately and in accordance with applicable laws and regulations.



## **a. General Terms**

The following regulations define the terms of this policy:

- Students must abide by the terms of copyright laws. Reproduction or distribution of copyrighted works, without permission of the owner may be infringement of U.S. Copyright Law and will be handled as a judicial matter.
- Routers in the residential communities are not permitted.
- In-room connections may not be altered or extended beyond their intended use. No more than one device should be connected to each active network port.
- Use of the network to connect to university resources should be limited to studies or other activities in direct support of the academic mission of the university.
- In-room connections may not be used to provide access to the Internet or university resources to individuals not formally affiliated with the university.
- Any attempt to capture transmissions on the network not addressed to your location is prohibited. In other words, “sniffing” – the digital equivalent of wire-tapping – is not allowed. Security measures will be used to detect and prevent such use.
- Students may not use the network to attempt to gain access to any data, software, or services, without explicit permission of the owner. Security measures will be used to detect and prevent such use.
- Students may not attempt to conceal or misrepresent their or another’s identity through the use of network connections. EXAMPLES: Students should never attempt to send electronic mail under an assumed name. Students should never share their login password with other individuals.
- University computing resources, including in-room connections, may not be used for personal profit or any business ventures.
- Any receipt, retransmission, or destruction of software or data must observe copyright laws, trademark laws, license restrictions, university policies, as well as all local, state and federal laws.
- The network is a shared resource. Excessive use of network resources that interferes or inhibits the use of the network or access to university resources by others is prohibited. Academic use of the network is top priority. Other uses, such as entertainment, can only be pursued on a “resources available” basis.
- Electronic communications over the network may not be used to harass, threaten, or abuse other individuals or groups.

## **b. Violations**

Suspected or alleged violation of this policy should be reported immediately to the CaTS Help Desk (x4827 or 937-775-4827). Abuse of network and computing privileges is subject to disciplinary action. The appropriate university authorities will handle violations of this Acceptable Use Policy.

Disciplinary actions as a result of violations may include the following:

- Loss of access privileges
- University judicial sanctions as defined by official codes of conduct
- Monetary reimbursement to the university or other appropriate sources
- Expulsion or suspension from university
- Prosecution under applicable civil or criminal laws

## **JJ. Cable Television**

Basic cable TV is provided to all residential units. **NKTELCO Inc.** is responsible for all maintenance issues. If you experience problems with your cable, or if you want additional cable service channels, you should contact them at (419) 753-5015. If you continue to experience problems after calling NKTelco Inc., you should call the Telecommunications Office at (937)775-6200.

## **KK. Housing Facilities**

Housing facilities at Wright State University Lake Campus are owned by the Western Ohio Educational Foundation and its managed entities. Requests for housing in any facility at Wright State University Lake Campus should be directed to the Lake Campus Office of Student Services.

## **II. Campus Communities Terms and Conditions (Wright State Lake Campus Housing)**

### **A. Prepayment and Fees**

The prepayment initially submitted with the Residence Application/Agreement will be applied toward the first semester room charges. Deferral of prepayment results in the same obligations as paying of prepayment. The University will forward a bill for the room and board fees approximately one month before the first day of each semester. Residents are responsible for notifying the Enrollment Services Office of changes in name and/or address. Checks must be made payable to Wright State University.

### **B. Cancellation and Refunds – NEW INCOMING Residents**

#### **a. General Terms**

The Residence Agreement is binding for the specified period of two consecutive semesters, commencing with fall, and concluding with spring. If the student residing in the residence hall graduates, withdraws from the university, or if he/she becomes married, the agreement will be canceled and the student refunded the room fee for the percentage of time remaining in the semester after the date of cancellation and proper checkout including key return (if applicable). If the student becomes pregnant and has verifiable documentation from a physician during the lease term, an alternate campus housing assignment will be offered if available. If the pregnant student wishes to leave campus housing, the agreement will be canceled and the student refunded the room fee for the percentage of time remaining in the semester after the date of cancellation and proper checkout including key return. All other requests for release will be reviewed by the Appeals Board, which will make a determination as to whether the student is released from this agreement. If released, the student will receive a written notification. **All requests for release must be made, in writing, to the Office of Student Services. A student must obtain a Contract Appeal Form from <https://lake.wright.edu/campus-life/housing#tab=forms-policies>. Completed forms as well as any additional required paperwork must be submitted at least 72 hours prior to the next scheduled Appeals Board meeting. In the event the Appeals Board denies your request, you may appeal a second time by resubmitting a second Appeals Packet, providing additional supporting documentation, and by scheduling a personal appearance before the Appeals Board.** At your appearance, the Appeals Board will ask you to explain the facts surrounding your circumstance(s) and answer any questions needed to clarify your request. You will also be asked to present and discuss any additional information you believe to be pertinent to your request. If you fail to show up at your scheduled time, the appeal will be an automatic denial. You will be notified in writing of the Appeals Board's final decision within 7 days of the meeting.

If you are released from your Campus Housing Agreement, the effective date of cancellation will be based on the date of request approval, proper checkout with key return, or withdrawal, whichever is latest.

### **b. Cancellation**

For Fall: On or prior to June 1, requests to cancel should be in written form; after June 1, requests should be submitted via the Contract Appeal Form. For Spring or Summer: Two or more weeks prior to the designated move-in day for the semester, requests to cancel must be in written form; if less than two weeks prior to move-in day, requests must be submitted via the Contract Appeal Form. The date of the request will be determined by the date received (if hand delivered), or the date of the postmark (if mailed).

### **c. Refund of Prepayment**

For Fall: If the student requests release, in writing, to the Office of Student Services, by no later than May 1, the request will be granted and the full prepayment will be refunded. For cancellation requests that are received in writing from May 2, through and including June 1, the student will be released and one half of the prepayment refunded. Students who submit an agreement after May 2, who are released from the agreement due to written notification from the Office of Student Services, prior to or on, June 1, will receive a refund of one half the prepayment. Students who submit an agreement after June 1, who are released from their agreement, prior to opening day for Fall, will forfeit the entire prepayment. Students removed from agreements due to Student Conduct prior to Fall semester will forfeit their prepayments. If a student is academically dismissed from the university prior to move in they will be refunded the full prepayment amount.

For Spring or Summer: Students who submit a written request for release at least two weeks prior to the move-in day for the semester that begins their agreement will be released and the full prepayment will be refunded. Students who provide a written request for release less than two weeks before their designated move-in day and who are released from their agreement will forfeit their entire prepayment.

Until released, the resident remains responsible for all applicable room and board fees.

### **d. Reactivation of Agreement**

Residents who are released from their agreement based on non-student status, such as withdrawal or academic dismissal from the university, will be re-obligated to their agreement should they return to the university within the specified contract period.

## **C. Cancellation and Refunds – CONTINUING Residents**

### **a. General Terms**

ALL students returning to campus housing will be required to make a prepayment of \$150 for the new contract period.

### **b. Cancellations and Prepayment Refunds**

For Fall: Once an agreement is accepted, students will have until May 1, to be released from the agreement at no charge, upon written notification to the Office of Student Services. From May 2, through and including June 1, students will be released from the agreement upon written notification to the Office of Student Services, and one half of the prepayment refunded. Any returning student requesting release from the agreement after June 1, will be subject to the Appeals Board process detailed in Section II, Paragraph B.1. If the returning student requesting release after June 1 is released prior to opening day of fall semester, the returning resident will forfeit their entire prepayment. If the returning resident is released after the opening day of fall semester, the student will be charged rent for the days in occupancy and will be refunded the remainder of their

prepayment (if any is left after due rent). The rent charged will be based upon the date of cancellation and the type of facility.

For Spring or Summer: Students who submit a written request for release at least two weeks prior to the move-in day for the semester that begins their agreement will be released and the full prepayment will be refunded. Students who provide a written request for release less than two weeks before their designated move-in day and who are released from their agreement will forfeit their entire prepayment. Students removed from agreements due to Student Conduct prior to Fall semester will forfeit their prepayments. If a student is academically dismissed from the university prior to move in they will be refunded the full prepayment amount.

#### **D. No-Show Policy**

If you fail to arrive and move in to your housing assignment at the beginning of the Fall term and have not followed the appropriate procedures for obtaining a release from your housing agreement, and if you are enrolled as a student of Wright State University, you will be charged and will be responsible for paying all room fees (including housing cost and communications fee) for Fall term AND rent for Spring term of your Residence Agreement.

If you are NOT enrolled as a student of Wright State University, you will be charged and will be responsible for all room fees (including housing cost and communications fee) for the Fall term of your Residence Agreement. Should you choose to enroll at Wright State University anytime in the academic year, you will be obligated to live on campus.

#### **E. Utilities**

Utilities will be provided as stated below:

	Electric Service	Communication Fee	Long Distance Phone Service	Furnished
Lake Campus Villas	Included	Required	Calling Card Required	Included

### ***III. Community-Specific Terms and Conditions (Wright State Lake Campus Housing)***

Occupancy under this agreement shall be limited to the assigned resident(s) of the unit, except for occasional visitors as defined by the University's housing visitation policy. Any accommodation otherwise will be considered as cohabitation and will not be permitted.

Resident agrees to vacate the premises and deliver all keys for the rental unit to the Community Office at the end of the rental period or within three days upon failure to comply with a Three-Day Pay or Quit notice of delinquent rent(s).

Maximum residency allowed per unit in the Lake Campus Housing Villas is 5-6 same-sex adults. The 5-bedroom units may have no more than 1 adult in each single room and 2 adults in rooms designated as doubles. The 4-bedroom units may have no more than 1 adult in each room except for the designated double occupancy room, which may have no more than 2 adults.

The Office of Student Services reserves the right to add, delete, or amend the Terms and Conditions contained herein as necessary.

PRODUCED BY:  
OFFICE OF STUDENT SERVICES  
WRIGHT STATE UNIVERSITY-LAKE CAMPUS  
7600 LAKE CAMPUS DRIVE  
CELINA, OH 45822  
(419) 586-0300

OFFICE OF RESIDENCE LIFE & HOUSING  
WRIGHT STATE UNIVERSITY  
3640 COLONEL GLENN HWY  
DAYTON, OH 45435-0001  
(937) 775-4172